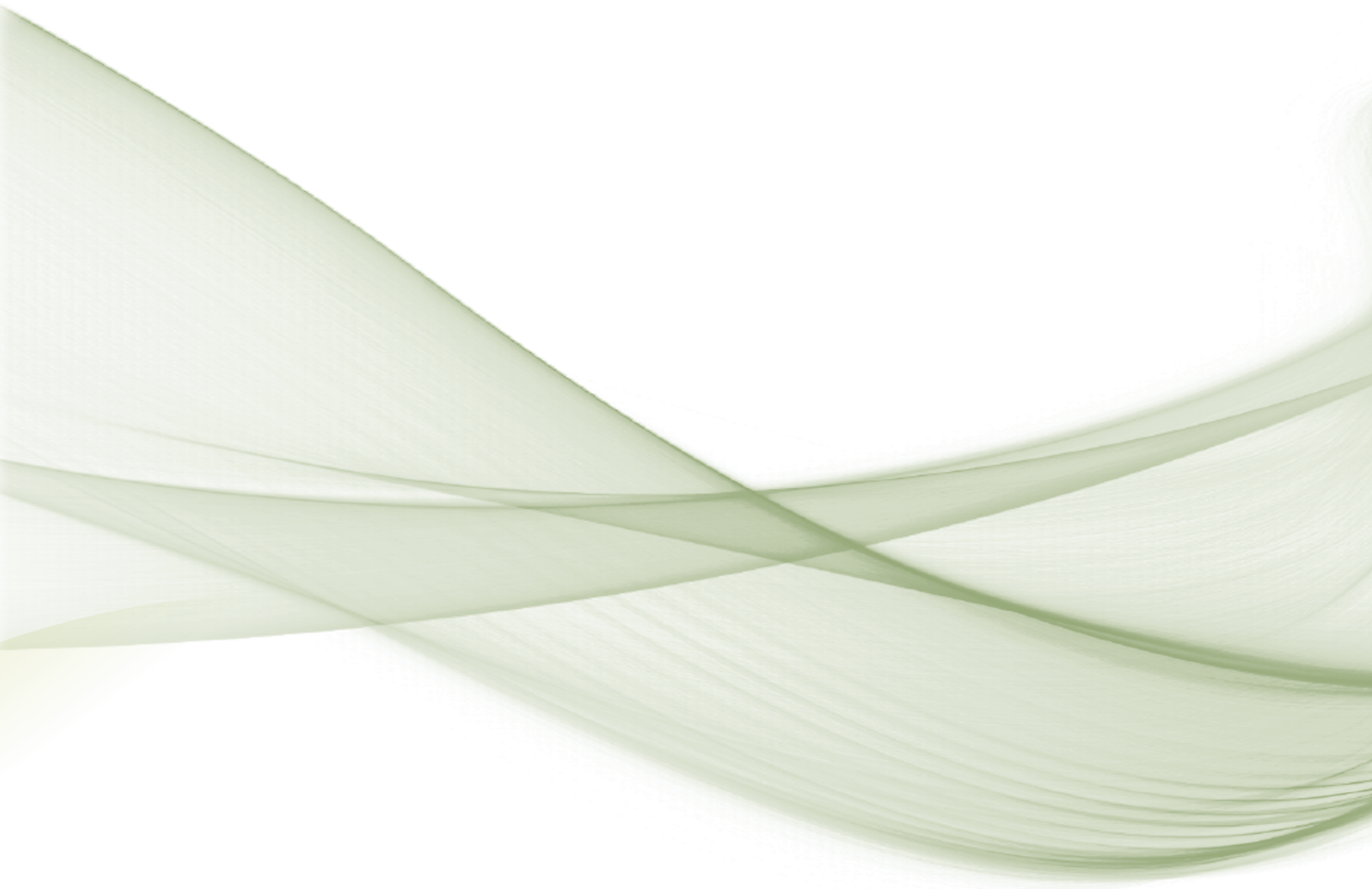




ancestry.com®
Family Tree Maker® 2012
VERSION 16 UPGRADE GUIDE



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UPGRADING FROM VERSION 16 TO FAMILY TREE MAKER 2012



You love Family Tree Maker and you're comfortable using version 16. But you can't help wondering what you're missing out on and whether you should upgrade. Family Tree Maker 2012 has the tree-building tools you've come to rely on and new features that you'll love. Now is the time to find out why tens of thousands of Family Tree Maker users just like you have made the switch.

TOP TEN REASONS TO UPGRADE

- 1 Enjoy the benefits of more integration with Ancestry.com**—download your Ancestry Member Trees (including photos and stories). Use TreeSync to upload and link your tree to Ancestry and connect with millions of other researchers.
- 2 Access interactive street and satellite maps**—view the important locations in your ancestors' lives using Microsoft® Bing Maps™. Or create a migration map to show event locations for an individual or family.
- 3 Simplify source creation**—use source templates to help you source everything from homemade samplers and online databases to vital records.
- 4 Organize media items more easily**—add photos, documents, and audio and video items in one, easy-to-access location. Link media items to multiple people in your tree and incorporate them into charts and reports.
- 5 Enter locations consistently**—use the place authority database to enter place names consistently and in a standard format.
- 6 Explore your data like never before**—new and improved reports let you gather information and export to a variety of formats. Save settings in one report and apply them to a different report.
- 7 Navigate your tree with ease**—the dynamic interface makes it simple to view multiple generations, navigate to any individual in your tree with a click of the mouse, and add or edit life events.
- 8 Share your hard work with others**—easily create beautiful family trees with templates or use the powerful charting tools to design it yourself. Enhance charts with backgrounds, embellishments, and family photos.
- 9 Import data from other genealogy programs**—open files created in Legacy™ Family Tree, The Master Genealogist™, and FamilySearch™ Personal Ancestral File.
- 10 Manage your tree efficiently and improve productivity**—tools help you find duplicate individuals, locate missing media items, resolve place errors, and more.

WHAT'S IN FAMILY TREE MAKER 2012?

Family Tree Maker 2012 has everything you need to create a lasting family legacy. Beginners enjoy the easy navigation and tree-building tools; more experienced users appreciate the program's robust feature set, which includes flexible options for managing data and a wide variety of output options. This section highlights some of the exciting features you'll find in Family Tree Maker 2012.

TREESYNC™

TreeSync gives you the freedom to access and update your tree no matter where you are. First, create your tree in Family Tree Maker. Then upload and link it to Ancestry.com. When you go to the library or a family member's home—anywhere with Internet access—make changes to your tree online. Then sync the changes to your desktop tree when you get home. TreeSync also makes it easy to share your tree with friends and family. Simply send an email invitation and relatives around the world can view your tree online (and even collaborate with you) without any software or an Ancestry subscription.



IMPORTING AND EXPORTING

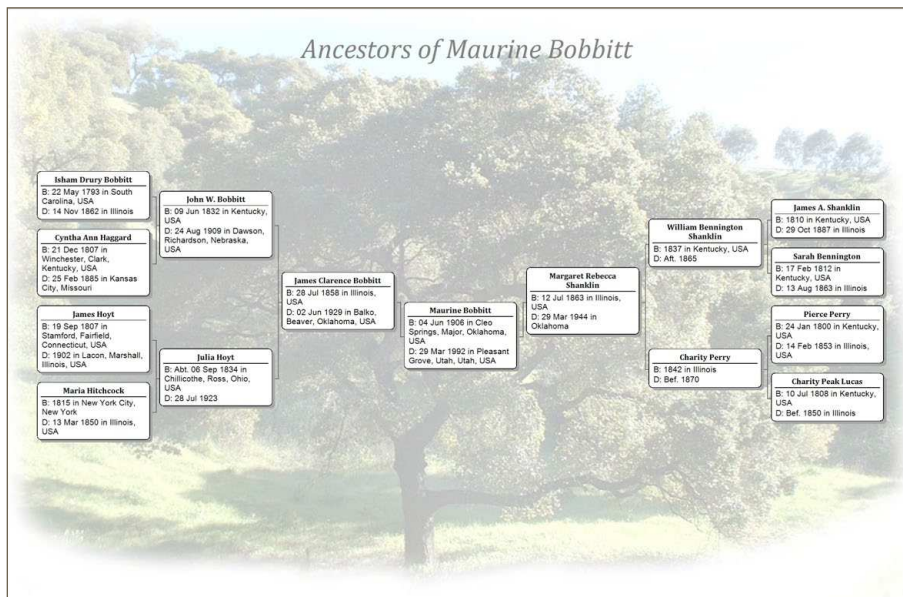
In addition to importing GEDCOMs, you can also import files created in Legacy Family Tree, The Master Genealogist, and FamilySearch Personal Ancestral File. You can also share your files with family members who use Family Tree Maker for Mac.

CHARTS

Do you like sharing your family history with your family and friends? If you do, you'll want to try out some of the exciting new chart options available in Family Tree Maker 2012. You can also create your own custom templates, change fonts based on fact type, and enhance a chart with backgrounds, borders, and embellishments.

CREATE BOW TIE CHARTS

The bow tie chart is a fun alternative to the standard pedigree chart. In this chart the primary individual appears in the middle of the tree, with paternal ancestors branching off to the left and maternal ancestors branching to the right.



VIEW AND PRINT CHARTS FOR RELATIONSHIPS

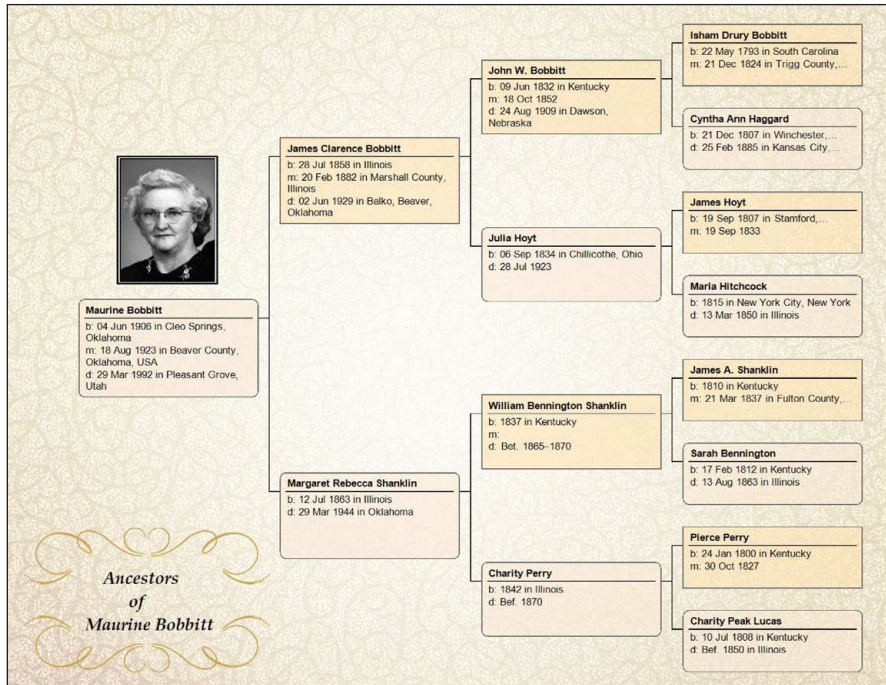
The relationship chart is a graphical representation of one person's relationship to another—including the relationship of each person in between. The common relative is shown at the top of the chart, with direct-line ancestors and descendants shown vertically beneath the individual.

VIEW YOUR ENTIRE FAMILY TREE IN ONE CHART

The extended family chart is similar to the All-in-One Tree available in version 16. This chart can display every individual you've entered in your tree or just the people you select. The chart is arranged so that each generation appears on a separate horizontal row: children, parents, and grandparents, etc.

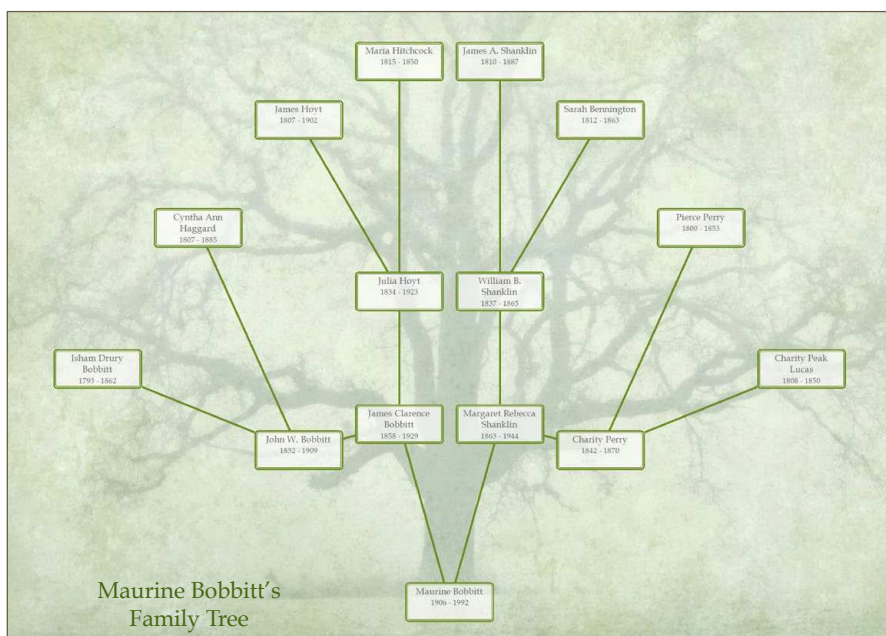
ENHANCE CHARTS WITH EMBELLISHMENTS, FAMILY PHOTOS, AND TEXT

You can personalize your charts and make them more appealing by adding family photographs, borders and embellishments, and text. You can add images from your computer, pictures in the Media Collection, or use the borders and images included in FamilyTree Maker.



CREATE FAMILY TREE CHARTS

Another new addition is the family tree chart. The primary individual appears at the bottom of the chart, with ancestors branching above him or her in a shape similar to a tree—paternal ancestors on the left, maternal ancestors on the right.



REPORTS

New and improved reports let you explore your tree like never before. You can even save your settings for a report so you can use them again.

ACCESS MORE DESCENDANT REPORT FORMATS

Choose from four different numbering systems when creating descendant reports: NGSQ, Register, Modified Henry, and d'Aboville.

SHARE YOUR MEDIA ITEMS

Family Tree Maker 2012 includes three media reports. The Media Item Report shows an item's caption, date of origin, description, and individuals associated with the item. The Media Usage Report displays a thumbnail of every media item in your tree, lists its name and location, and shows which sources, facts, and individuals the item is linked to. A photo album can be created for a person or relationship and shows a basic summary of an individual's life events, such as birth and death dates, and also includes all photos associated with the person.

VIEW LOCATIONS YOU'VE ENTERED IN YOUR TREE

The Place Usage Report shows the locations you've entered into your tree and each person associated with that location. You can also include specific events, such as birth or marriage, that occurred in a location.

| Place Usage Report | |
|---------------------------------------|--|
| Albemarle County, Virginia | |
| Haggard, David | Birth: 1763 |
| Haggard, Nathaniel | Birth: 21 Nov 1723 |
| Balko, Beaver, Oklahoma, USA | |
| Bobbitt, James Clarence | Death: 02 Jun 1929 Burial: Pleasant Hill Cemetery |
| Hewitt, Jessie Izetta | Burial: Pleasant Hill Cemetery |
| Shanklin, Margaret Rebecca | Burial: Pleasant Hill Cemetery |
| Beaver County, Oklahoma, USA | |
| Bobbitt, Maurine | Marr: 18 Aug 1923 |
| Reed, Harold Arthur | Marr: 18 Aug 1923 |
| Bell Plain, Marshall, Illinois | |
| Bennington, Sarah | 1860: 1860 |
| Bobbitt, John W. | Pol: 1877 Assessor |
| Lucas, Mary Peak | Death: Apr 1880 |
| Shanklin, James A. | 1860: 1860 1870: 1870 |
| Shanklin, Margaret Rebecca | 1870: 1870 |
| Shanklin, William Bennington | 1860: 1860 |
| Benton County, Arkansas | |
| Reed, Harold Arthur | Res: 1924 |
| Reed, Michael John | Death: 30 Nov 1933 |
| Bentonville, Benton, Arkansas | |
| Bobbitt, Maurine | Res: 1928 |
| Berks Co., PA | |
| Rieth, Jacob J | Birth: 25 Jul 1751 |
| Berks, Pennsylvania | |
| Stubb, Maria Magdalena | Birth: 1793 |
| Bethel, Berks, Pennsylvania | |
| Reed, Michael John | Res: 1870 |

CREATE A LIST OF YOUR NOTES

The Notes Report lets you view the person, research, fact, and relationship notes you've entered for a specific individual, all the individuals in your tree, or just the people you choose.

| Notes Report | |
|-----------------------------------|---|
| Bennington, Mary Elizabeth | (? - ?) Person Note: Oldest of the 9 children |
| Bobbitt, John W. | (09 Jun 1832 - 24 Aug 1909) Person Note: August 14, 1909 While in the act of climbing onto the spring seat of a wagon loaded with apples down in the orchard of O C Ayers, last Thursday, John Bobbitt lost his balance and fell helplessly to the hard, dry ground. Mr Ayers at once rushed in his automobile to Dawson for a doctor, and a phone call was made to Humboldt which brought Dr Waggener at the same time. An investigation revealed that the hip joint was badly shattered, besides other internal injuries. Uncle John's legion of friends are hopeful that his indomitable pluck may take him over this sad mishap. It is generally conceded that his advanced age of 78 years makes the case seem a hopeless one. |
| Bobbitt, Lorine | (04 Jun 1906 - 12 Jul 1907) Person Note: Lorine died when she was 13 months old of what her twin Maurine called "summer complaint." Two other children died young, a boy and a girl. |
| Bush, Rachel | (10 Oct 1833 - 15 Mar 1911) Person Note: 1900 census says mother of ten children, 5 living |
| Gedge, Flossie Gold | (30 Oct 1904 - 09 Jul 1938) Person Note: Married to Harrison Oliver. Probable burial in Blanding, Utah. |
| Gentry, Elizabeth | (14 Aug 1731 - 28 Jul 1820) Research Note: Had ten children, six of whom were sons. |
| Haggard, Bartlett | (04 Feb 1764 - 18 May 1846) Research Note: Bartlett and David were twins and married sisters. |
| Haggard, Elizabeth | (1791 - 1835) Research Note: Married name is Lander. |
| Hewitt, Edwin | (1833 - Bef. 1900) Research Note: Edwin is living with the Main family in Pennsylvania in 1850. Was he living with them at the time of the 1840 census? When did he move to Pennsylvania and why? |
| Hitchcock, Maria | (1815 - 13 Mar 1850) Research Note: County histories show that Maria married James in New York City abt. 1837. Need to see if New York City kept marriage records that early. Census records also indicate that she was born in New York state. |
| Hoyt, James Henry | (01 May 1839 - 01 Oct 1922) Person Note: Living in Martinsburg, Missouri, in 1871 |
| Hoyt, Seymour | (10 Aug 1844 - 07 May 1940) Person Note: In 1871 is living in Greenfield, Dade County, Missouri. |
| Oliver, Flossie Joyce | (01 Mar 1936 - 10 Jul 1941) Person Note: When Flossie's mother died in Sarah Hannah Gold and Herbert Gedge adopted Flossie and her brother and sister. |

VIEW THE SURNAMENAMES YOU'VE ENTERED IN YOUR TREE

The Surname Report makes a list of the surnames in your tree, including the total number of individuals with that surname, the number of males and females with that surname, and the earliest and most recent year a surname appears in your tree.

VIEW LDS ORDINANCES

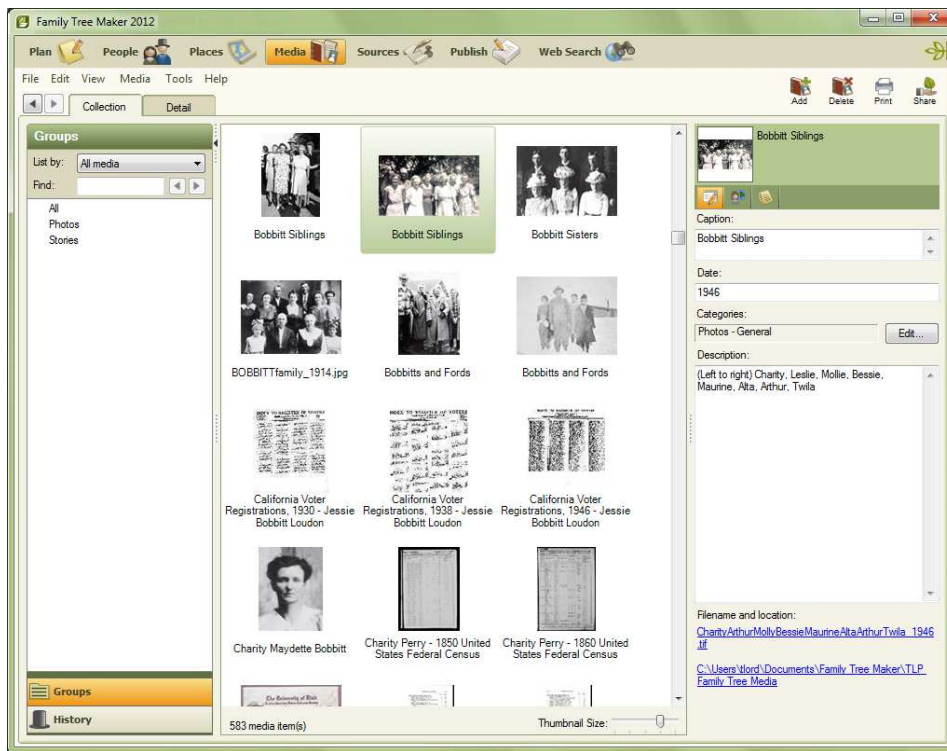
Members of The Church of Jesus Christ of Latter-day Saints (LDS church) will find the LDS Ordinances Report useful for displaying LDS-specific events they've recorded in their tree, such as baptisms and sealings.

MEDIA ITEMS

If you want to really bring your family to life, you can illustrate your family history with photographs, important documents, and video and sound clips. Each time you add a media file to your tree, the software can create a link between your tree and the original file on your hard drive, rather than importing the entire file into the tree. This minimizes file sizes that might otherwise slow you down.

ORGANIZE AND MANAGE MEDIA FILES

The Media workspace acts as a storage space for all your media items. On the Media Collection tab you can view thumbnails of all your media items and enter information about them. On the Media Detail tab you can add notes for an item and link them to individuals and sources.



FIND MISSING MEDIA ITEMS EASILY

If you've moved your media items and Family Tree Maker has marked them as "missing," the Find Missing Media tool can locate them all at once.

LINK A MEDIA ITEM TO MULTIPLE PEOPLE AND SOURCES

You may have a family photo that includes several individuals in your tree. You don't have to add the picture to each individual; simply add it once to the media collection and then link it to the necessary individuals. You can also link media items to specific facts and/or sources.

WEB INTEGRATION

The software's tight integration with online resources lets you search for records, access your Ancestry.com account, and view maps—all without leaving Family Tree Maker.

UTILIZE ANCESTRY MEMBER TREES

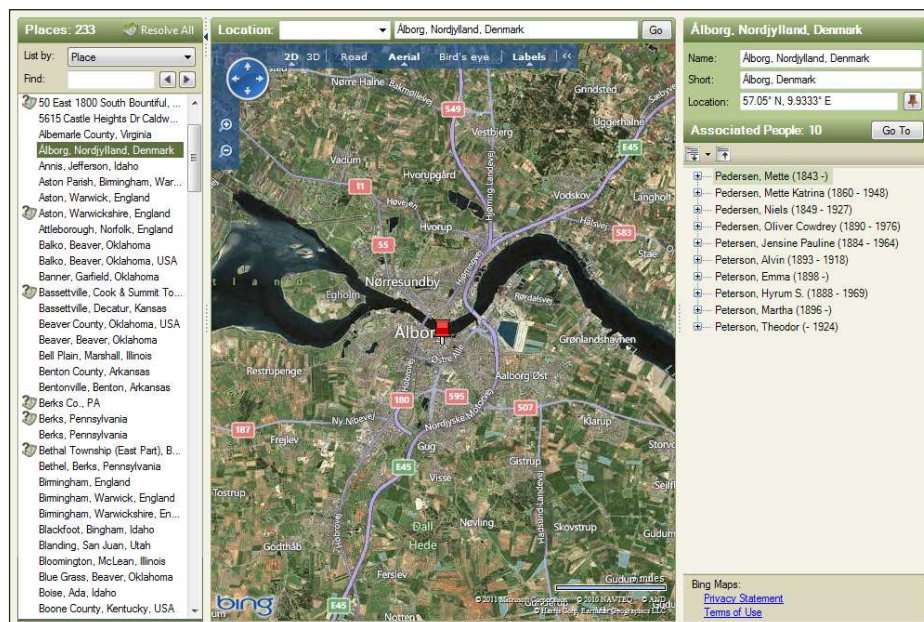
If you have an Ancestry Member Tree, you can download the tree into Family Tree Maker and use it to create a new tree or merge it with your currently open tree. And if you want to share your Family Tree Maker file with others, you can upload your tree to Ancestry.com in one step; it will contain not only the dates, names, and places, but your media items, sources, and links to Ancestry records too. With TreeSync, you can link your desktop and online trees together so you can update your tree anytime, anywhere.

KEEP UP WITH THE LATEST NEWS FROM ANCESTRY.COM

One of the new Ancestry resources in Family Tree Maker is the Web Dashboard, which gives you quick access to your Ancestry subscription. You can log in to your account, access your Ancestry Member Trees, read the latest news from Ancestry.com and Family Tree Maker, and even see who else is researching the people in your tree.

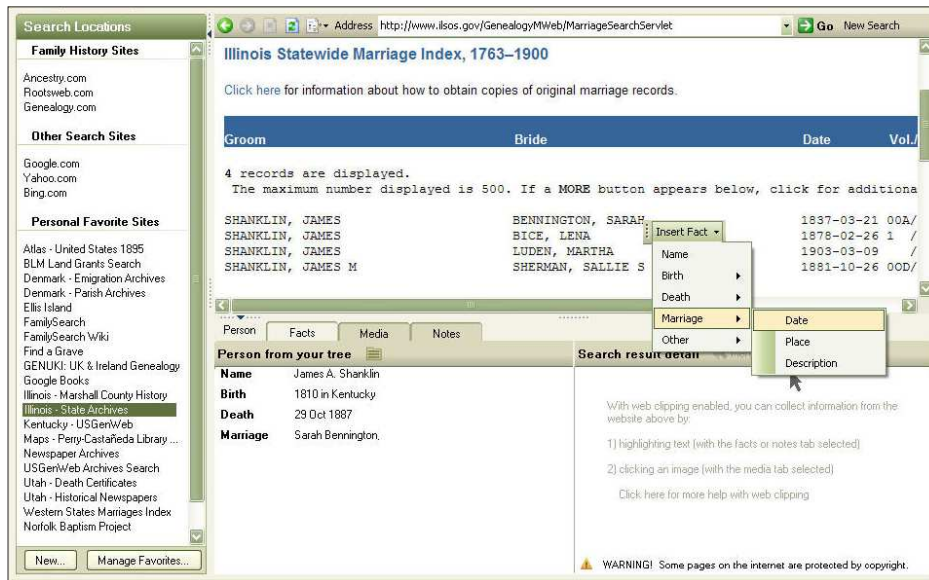
VIEW DYNAMIC ONLINE MAPS

Family Tree Maker has partnered with Microsoft Bing Maps to let you access some of the most exciting technology available today. Bing Maps takes you beyond typical road maps by combining them with special satellite and aerial imagery to let you experience the world as it looks today.



CAPTURE INFORMATION ANYWHERE ON THE WEB

You like being able to view Ancestry.com records within Family Tree Maker and merge them into your tree. Now you can search the entire Web and use the Web-clipping tool to easily import images, facts, and notes into your tree; you can even save an archived version of a Web page.



ADDITIONAL TOOLS AND FEATURES

Family Tree Maker 2012 contains a variety of innovative, advanced tools that both beginner and expert genealogists will enjoy.

FIND DUPLICATE INDIVIDUALS

Fix errors before they become a problem. The Find Duplicate Individuals tool quickly compares names, birth and death dates, places attached to facts, and parents' names and then creates a list of individuals who could possibly match each other.

CREATE AND DISPLAY CUSTOM FACTS

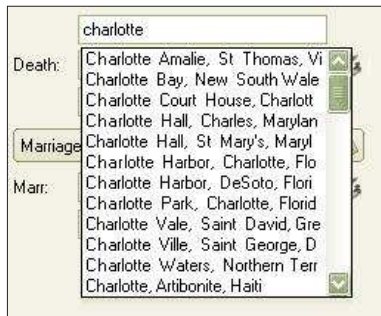
Although Family Tree Maker comes with a variety of default facts, you may want to create custom facts that work for your family tree. For example, if you are trying to track your ancestors by censuses, you may want to create a custom fact for each census year. You can also customize the editing panel on the Family tab to display any facts you like.

CREATE SOURCES MORE EFFICIENTLY

Family Tree Maker includes more than 170 source templates to help you source everything from homemade samplers and online databases to vital records. The source templates are based on the QuickCheck models used in Elizabeth Shown Mills's book *Evidence Explained*—the premier reference for citing genealogy sources.

KEEP LOCATIONS CONSISTENT

Recording locations in a complete and consistent manner is an important part of creating a quality family history. Family Tree Maker contains a place authority database of more than 3 million place names. When you enter a location name into your tree, Family Tree Maker automatically checks each place name against its database, looking for misspellings and missing data, such as missing counties.



CUSTOMIZE HISTORICAL EVENTS FOR TIMELINES

Family Tree Maker has a database of historical events from all over the world that can be used in timelines. You can edit, delete, and add to these historical events. In addition, when you create a timeline, Family Tree Maker looks at facts entered for an individual and displays the most location-appropriate historical events.

CREATE SMART STORIES™

If you've always wanted help starting your own family history book, this is the tool you've been waiting for. Smart Stories is a tool that helps you quickly fill up those blank pages by letting you use facts, sources, and notes you've already entered in your tree. Simply drag-and-drop the text into a story (or let Family Tree Maker generate one for you!). Smart Stories text is linked to your tree so if you make changes, the text will be updated automatically.

John W. Bobbitt



John W. Bobbitt was born on 09 Jun 1832 in Kentucky as the first child of Isham Drury Bobbitt and Cynthia Ann Haggard. He had four siblings, namely: Frank, David, Malissa C., and Female. He died on 24 Aug 1909 in Dawson, Richardson, Nebraska. When he was 20, he married Julia Hoyt, daughter of James Hoyt and Maria Hitchcock, on 18 Oct 1852.

Age at Death: (77) His cause of death was Accident; fall resulting in broken hip. 1850 U.S. Census: 1850 in Tazewell County, Illinois, USA 1860 U.S. Census: 1860 in Roberts, Marshall, Illinois, USA 1870 U.S. Census: 1870 in Roberts, Marshall, Illinois, USA Political Office: 1877 in Bell Plain, Marshall, Illinois (Assessor) 1880 U.S. Census: 1880 in Liberty, Richardson, Nebraska, USA He lived in Liberty, Richardson, Nebraska, USA on 11 Jun 1885. He lived in Kenesaw, Adams, Nebraska in 1890. 1900 U.S. Census: 1900 in Van, Woods, Oklahoma He was buried in 1909 in Dawson, Richardson, Nebraska (Heim Cemetery).

HOW DO I . . . ?

Moving to a new version of software can be intimidating. You're probably accustomed to using Family Tree Maker in a certain way and are wondering if you'll be able to adapt to a new version. To help you get started, here are some common tasks and how they're done in Family Tree Maker 2012.

NAVIGATE IN THE SOFTWARE

When you first open Family Tree Maker 2012, you will immediately recognize many of the features and options you already use. And you'll probably notice that Family Tree Maker has a new look and feel. After conducting user research and surveying customers, the interface was redesigned to make Family Tree Maker even more usable—and attractive.

Once you understand the software's basic structure, you can confidently begin building your tree. The main toolbar in Family Tree Maker, located at the top of the window, is designed to provide quick navigation to seven workspaces—groupings of the most important features and tools.



PLAN

The Plan workspace is the “control center” where you can start a new tree, import existing trees, manage linked trees, view your To-Do list, and more.

PEOPLE

The People workspace is where you enter information about individuals and families in your tree—and where you will spend most of your time in Family Tree Maker.

PLACES

The Places workspace lets you view the locations you've entered for events and individuals—and gives you the opportunity to access dynamic street and satellite maps, too.

MEDIA

The Media workspace acts as a storage space where you keep your photos, audio recordings, movies, family documents, records, and more.

SOURCES

The Source workspace helps you organize and manage the sources that show where your family tree information came from.

PUBLISH

The Publish workspace offers a variety of charts and reports that bring your family history to life as you share them with loved ones.

WEB SEARCH

The Web Search workspace lets you search the vast family history resources on the Web, including Ancestry.com, the world's largest online family history resource.

Perhaps one of the biggest changes you'll notice is that the Family View and the Pedigree View have been combined into one view in Family Tree Maker 2012. They now appear together on the Family tab of the People workspace. By default, the People workspace displays the Index, pedigree view, family group view, and editing panel. (If you are upgrading directly from version 16, you'll see a simplified view that doesn't include the Index panel.) If you feel overwhelmed by so much information or simply want the workspace to look more like the Family Tree Maker you're used to, you can hide or resize each section of the workspace. To hide a section, simply click the small arrow next to it; click the arrow again to show the panel. To resize a panel, move the pointer to the edge of the panel until the resize cursor appears (two arrows with a line between) and drag the panel until it's the size you want. To return a panel to its default size, double-click the sizing handle at the edge of a panel.

To add facts and notes for an individual in version 16, you use the Edit button in the Family View. In 2012, you can make these changes on the Person tab.

The pedigree view is much the same, and you can view an individual's ancestors and descendants using the familiar navigation arrows.

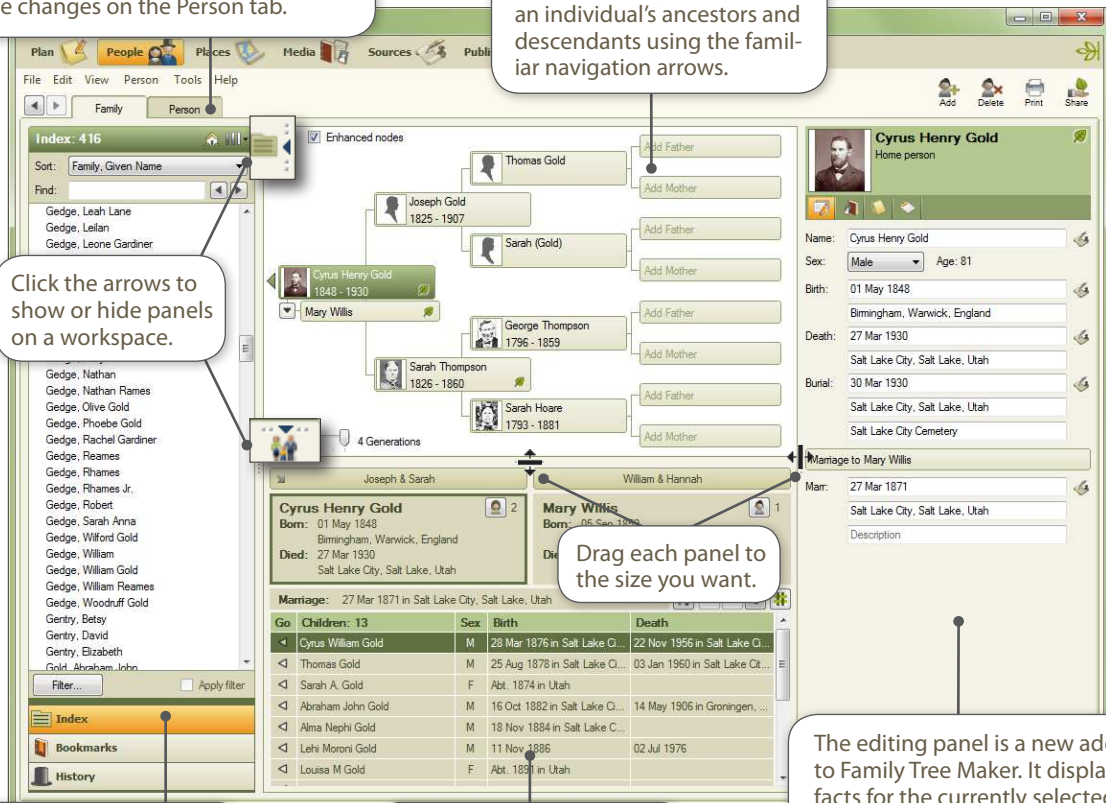
Click the arrows to show or hide panels on a workspace.

Drag each panel to the size you want.

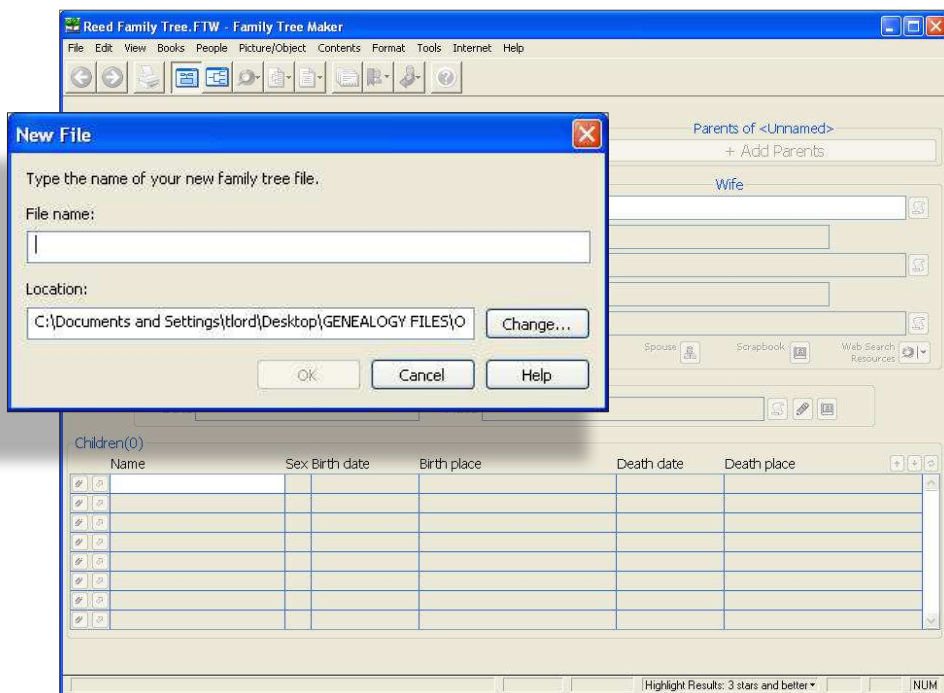
The Index, Bookmarks, and History lists work the same in both versions. The "Spouses and Children" and "Parents and Siblings" options are no longer needed now that the views are combined.

The family group view has a layout similar to the Family View in version 16 and includes much of the same functionality.

The editing panel is a new addition to Family Tree Maker. It displays vital facts for the currently selected person. You can also click the buttons in the toolbar to add media items, notes, and tasks for the individual. This panel can be customized to display any facts you want.

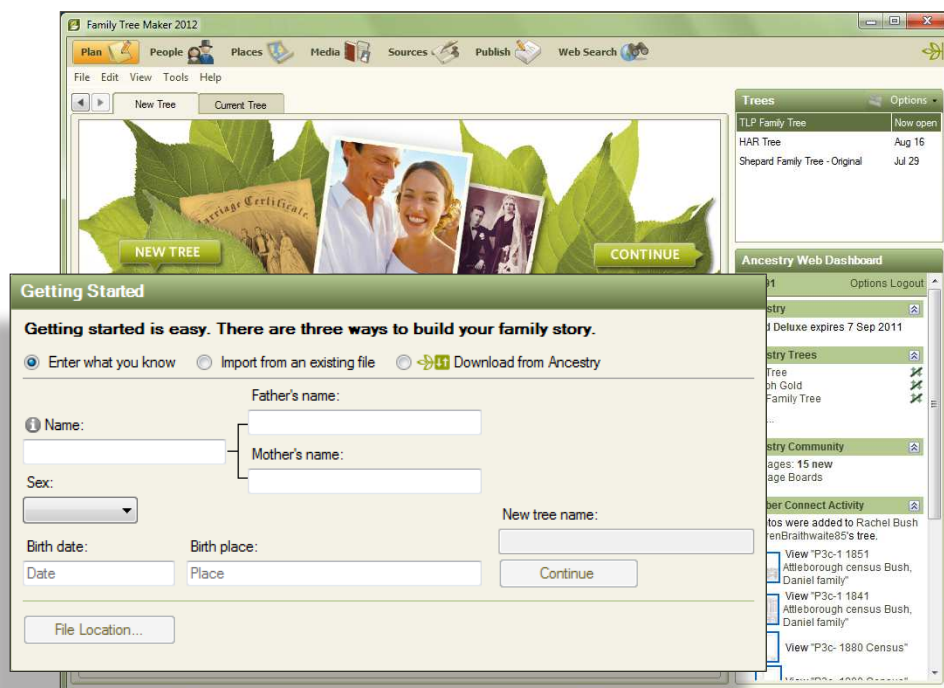


START A FAMILY TREE



VERSION 16

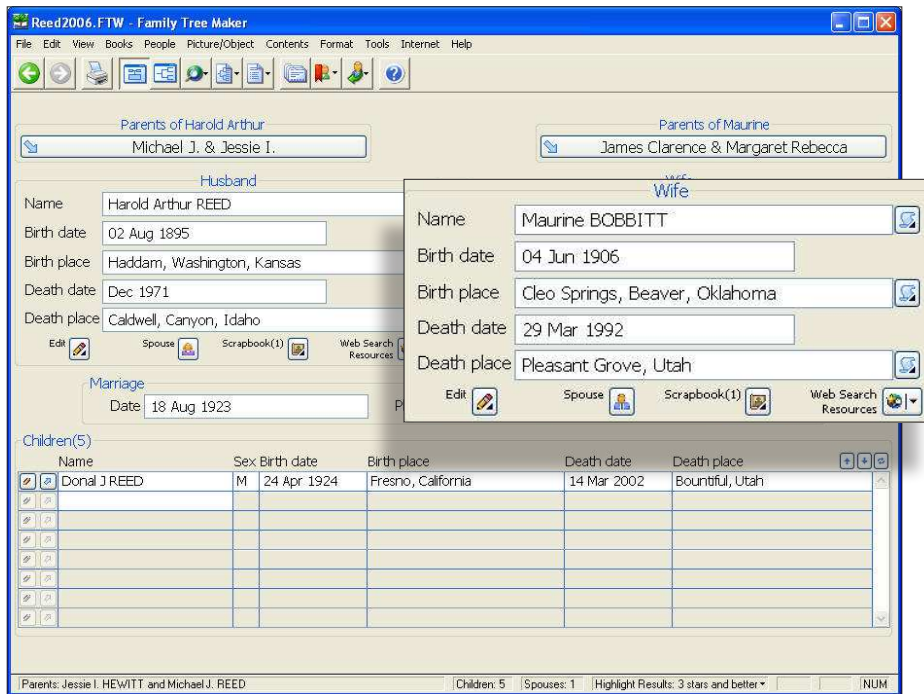
New trees are created using the New option on the File menu. You can also open a file created in a previous version of Family Tree Maker using the Open option.



VERSION 2012

New trees are created on the New Tree tab of the Plan workspace. You can start a tree in three ways, (1) enter a few quick facts about an individual, (2) import a file from a previous version of Family Tree Maker, a GEDCOM, Personal Ancestral File (PAF), Legacy Family Tree file, or The Master Genealogist file, (3) or download a tree you've created on Ancestry.com.

ENTER INFORMATION ABOUT PEOPLE IN YOUR TREE



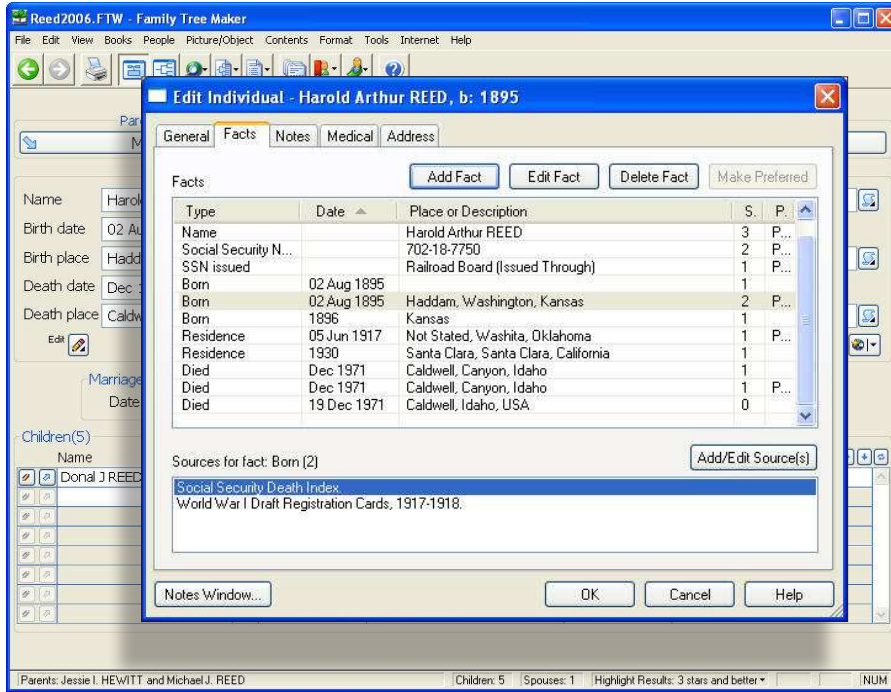
VERSION 16

Basic details about an individual are entered in the Family View; you can add information about a marriage with the Edit Marriage Details button. By default, this view shows names, birth dates and places, and death dates and places.



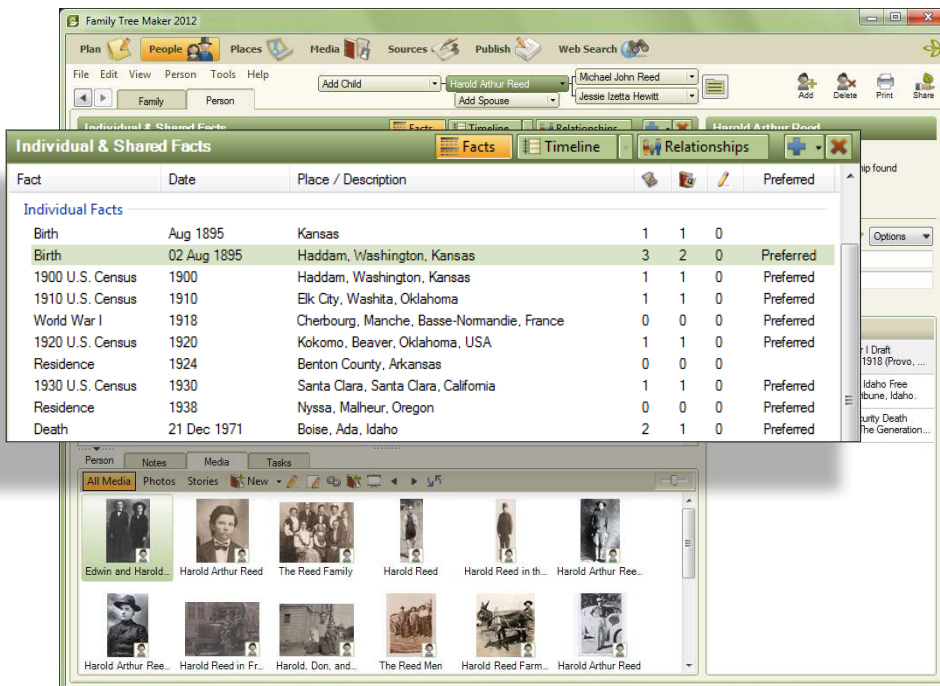
VERSION 2012

Basic details about an individual are entered on the Family tab of the People workspace; you can add information about a marriage using the Marriage button. By default, the editing panel shows names, birth dates and places, and death dates and places; however, you can customize the editing panel to display any facts or events you want.



VERSION 16

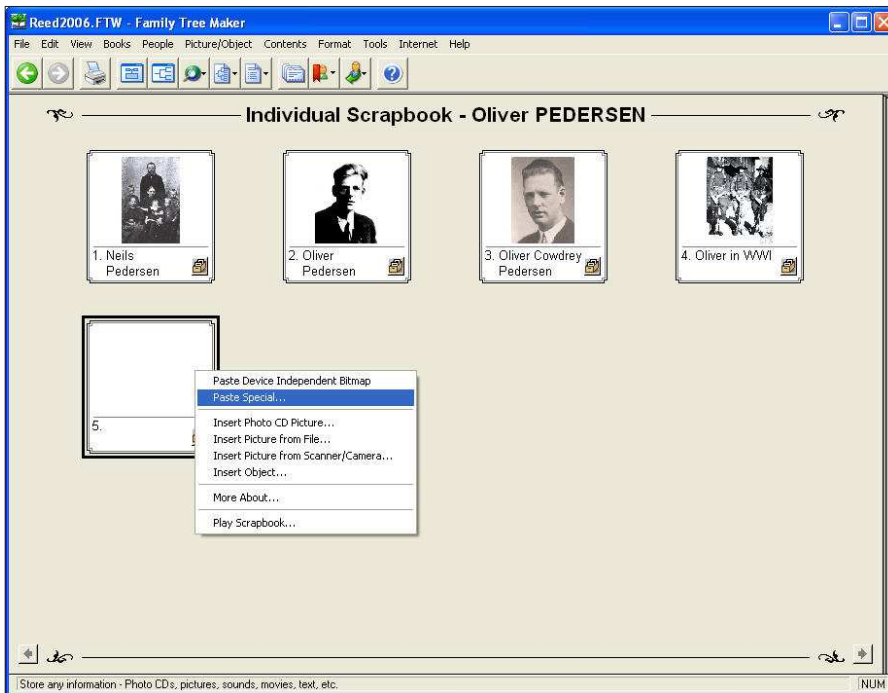
More in-depth information about an individual is entered in the Edit Individual window. On the Facts tab, the Add Fact button lets you add more fact types. You can also enter notes, addresses, and medical information in this window.



VERSION 2012

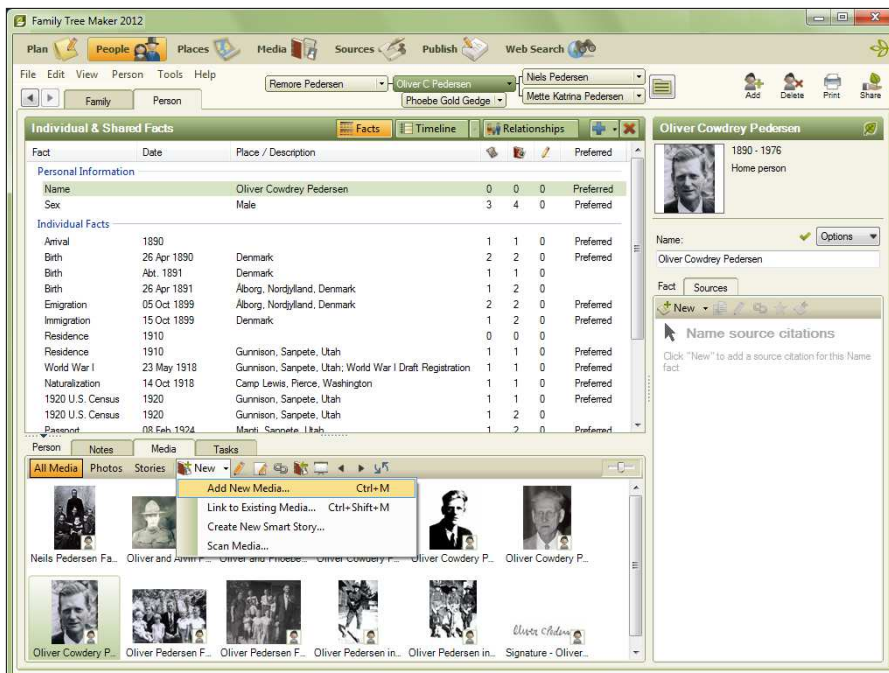
More in-depth information about an individual is entered on the Person tab of the People workspace. In the Facts panel, the Add Fact (+) button lets you add more fact types. You can also view a timeline of the individual's life blended with other family members' life events and historical events. Or, you can see all the members of an individual's family—spouses, children, parents, and siblings. Above the workspace is a mini pedigree tree to help you navigate to anyone in your tree.

ADD MEDIA ITEMS



VERSION 16

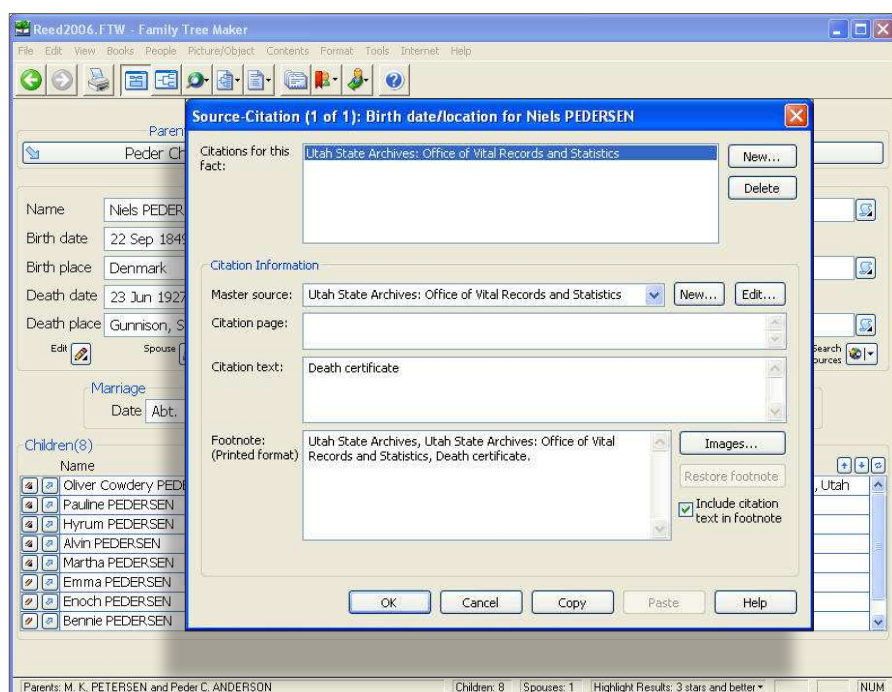
Media items for an individual and/or marriage are added to scrapbooks on the Family View.



VERSION 2012

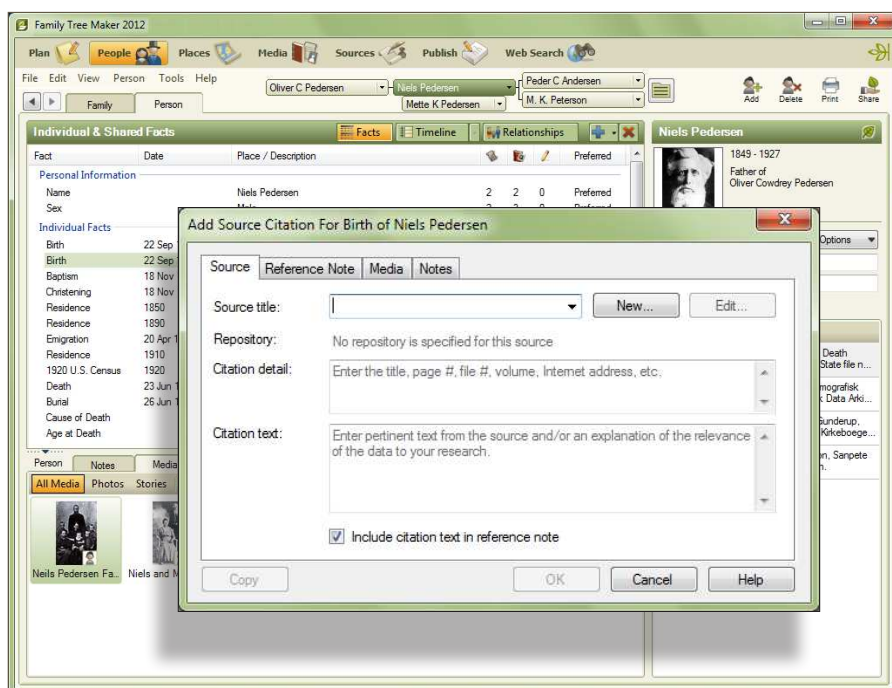
Media items can be added to an individual on the Family tab and Person tab. You can also add an item to the media collection on the Media workspace and link it to as many people and sources as you'd like.

CREATE SOURCES



VERSION 16

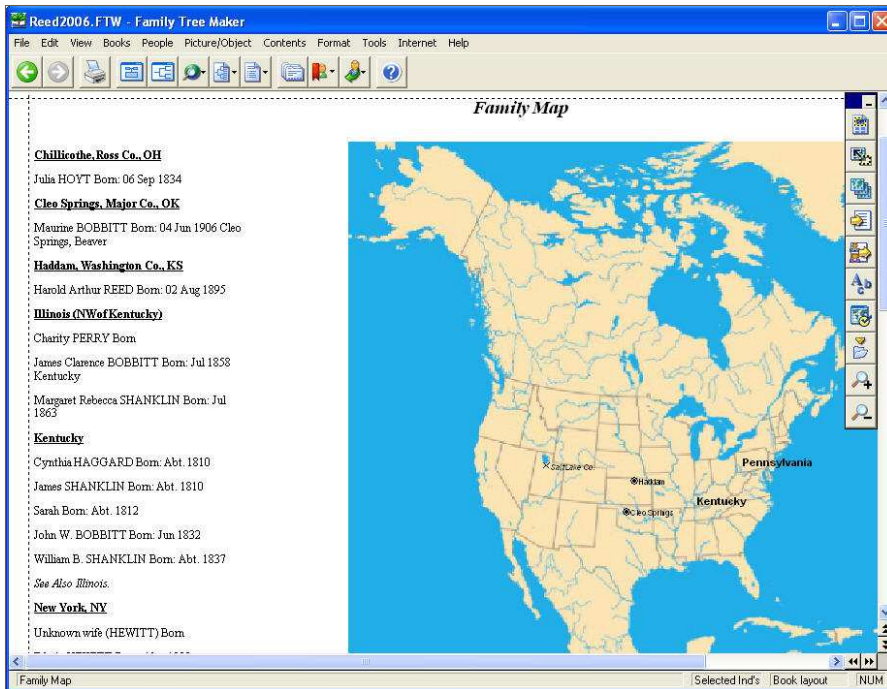
Sources can be added to a tree using the Sources/Citations button. On the Source Citation window you can create a new master source and add citation information. The Images button lets you link a media item to the citation.



VERSION 2012

Sources can be added to a tree using the Source Citation button on the Family tab and the Sources tab on the Person tab. On the Source Citation window you can create a new source and add citation information. The Media tab lets you link a media item to the citation. You can also add a source to the Source workspace and link it to as many people and citations as you'd like.

VIEW MAPS



VERSION 16

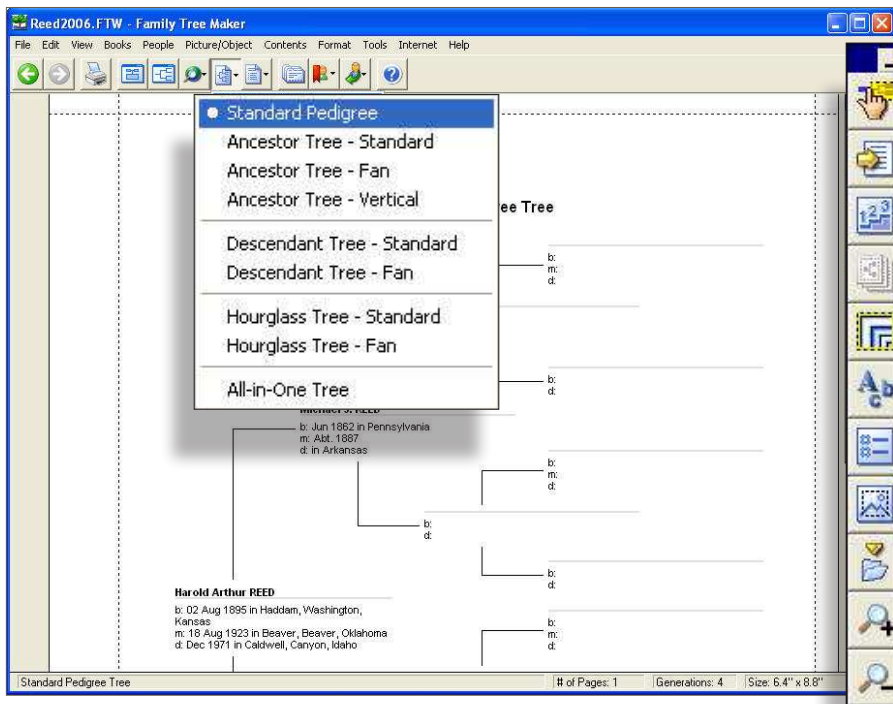
Relief maps are available using the Map option on the View menu. You can view all the events that took place at a certain location—and view the people who are associated with each event.



VERSION 2012

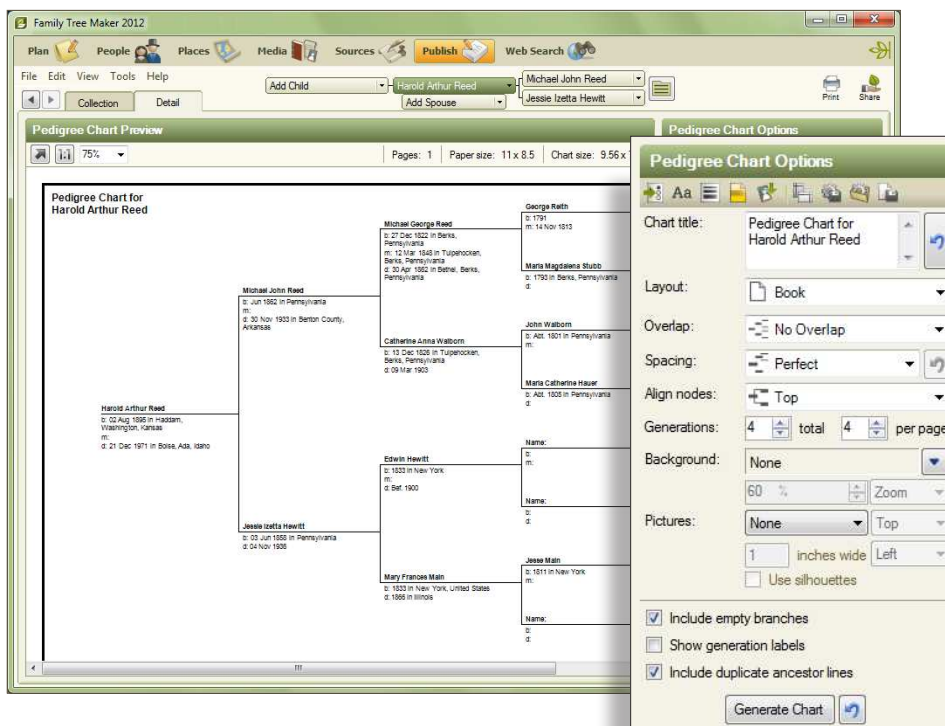
Dynamic satellite and road maps are available on the Places workspace. The Places panel (on the left side of the window) shows every location you've entered in your tree. The details panel on the right side of the window shows the individuals in your tree who have life events associated with the location. In 2012 you can also view locations as a migration path for an individual and add GPS coordinates for a location.

CREATE CHARTS



VERSION 16

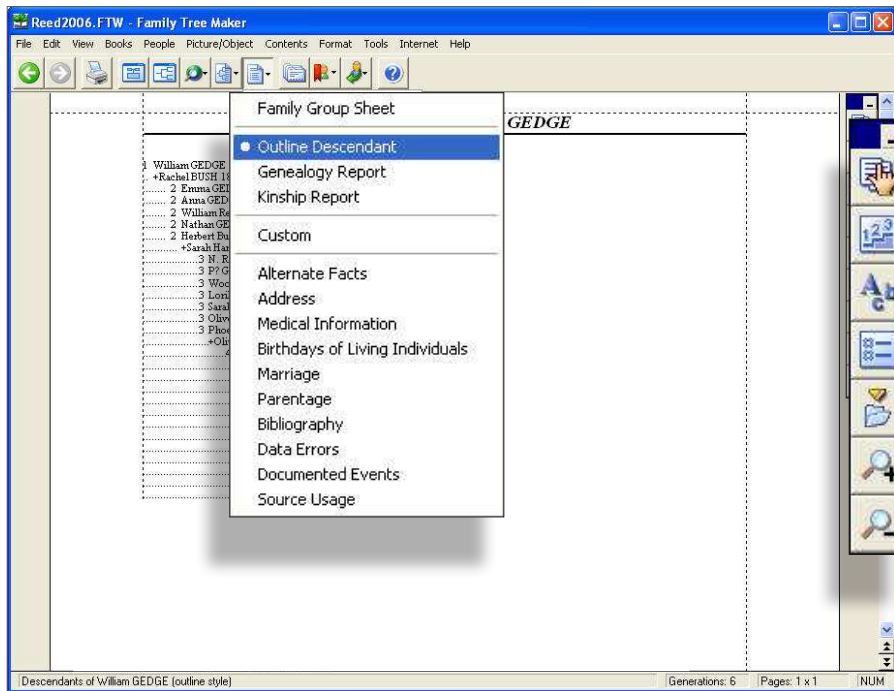
The Tree Charts button on the toolbar lets you choose the type of chart you want to create. To format the chart choose options from the Contents and Format menu or use the buttons on the chart toolbar.



VERSION 2012

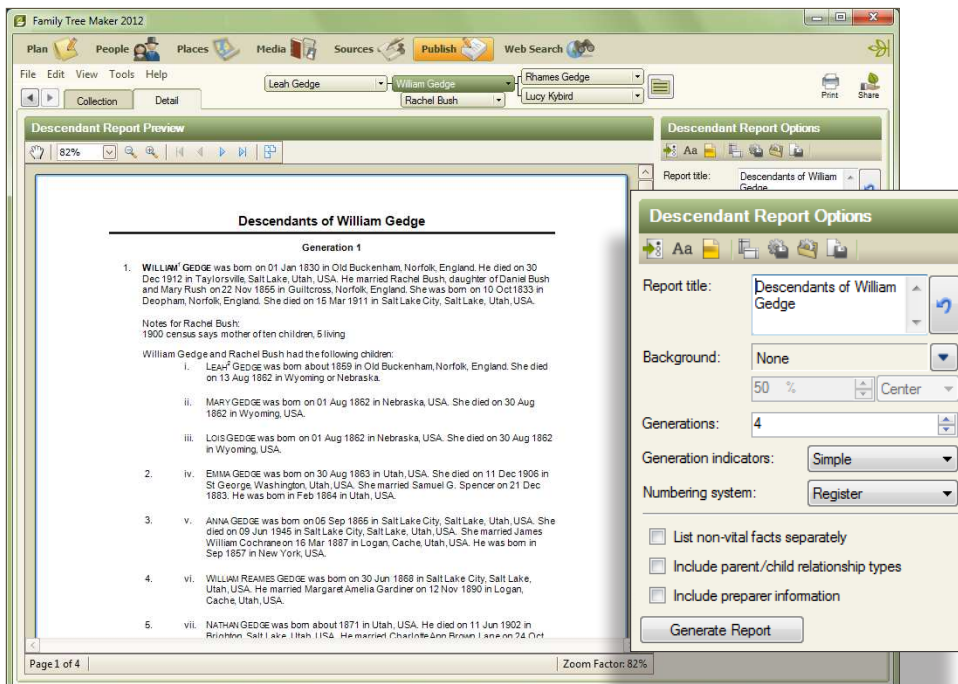
Charts are created on the Publish workspace. The Collection tab lets you choose the type of chart you want to create. The Detail tab lets you format the chart. Notice that all the formatting options are consolidated into one convenient location on the right side of the chart.

CREATE REPORTS



VERSION 16

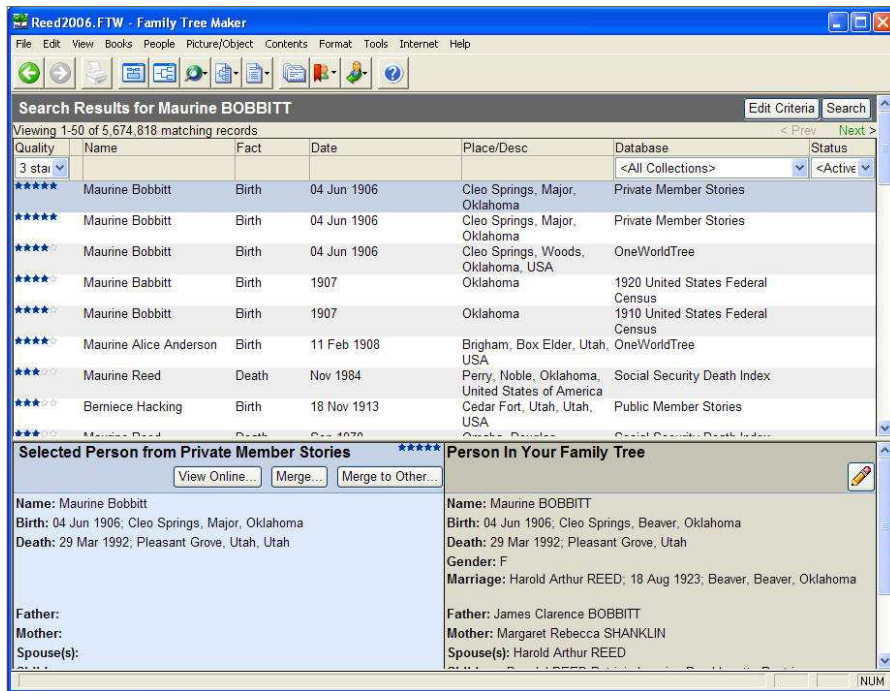
The Reports button on the toolbar lets you choose the type of report you want to create. To format the report choose options from the Contents and Format menu or use the buttons on the reports toolbar.



VERSION 2012

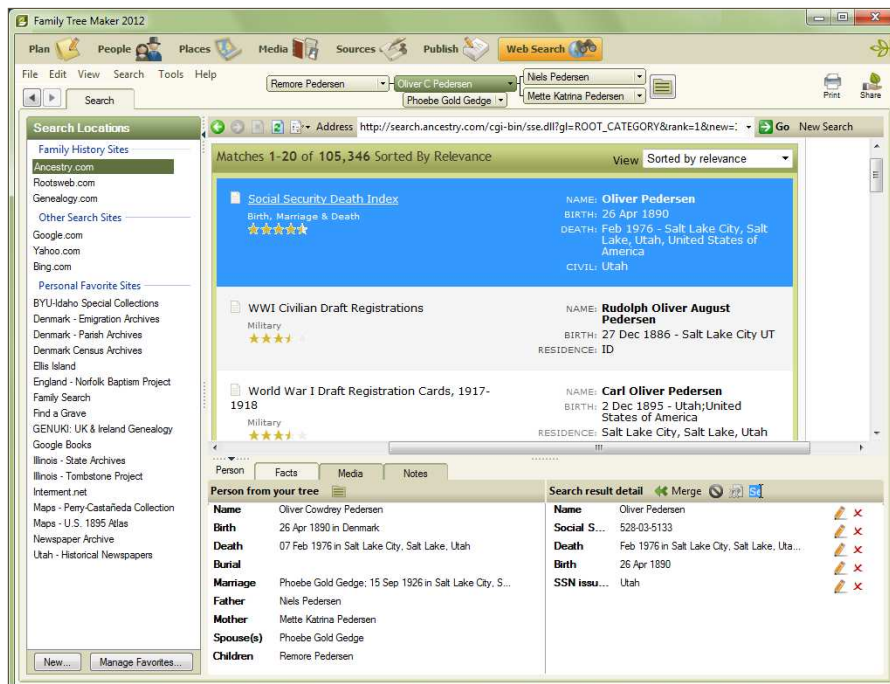
Reports are created on the Publish workspace. The Collection tab lets you choose the type of report you want to create. The Detail tab lets you format the report. Notice that all the formatting options are consolidated into one convenient location on the right side of the report.

VIEW WEB SEARCH RESULTS



VERSION 16

The Web Search Resources button on the toolbar lets you access Ancestry.com Web Search results.



VERSION 2012

Ancestry.com Web Search results can be accessed on the Web Search workspace. In addition, you can search any site on the Web and easily download discoveries into your tree using the Web-clipping tool. You can also create a favorites list of the research websites you visit most often.

OTHER TASKS

This chart contains a list of some common tasks and how you can perform them in Family Tree Maker 2012.

| HOW DO I...? | |
|--|---|
| Access the Index of Individuals | Press the F2 key or click the Index of Individuals button. |
| Add an additional spouse | Go to the Family tab on the People workspace. Select the individual you want to add a spouse to. In the family group view, click the Choose spouse button and choose Add Spouse from the drop-down list. |
| Add an address for an individual | Go to the Family tab on the People workspace. Select the individual you want and click the Person tab. Click the Facts button. Then click the Add Fact (+) button. Select the Address fact and click OK . |
| Add media items to a marriage or relationship | Go to the Family tab on the People workspace. Click the Marriage to button in the editing panel. The relationship window opens. Click the Media tab; then click the New button. |
| Add medical information for an individual | Go to the Family tab on the People workspace. Select the individual you want and click the Person tab. Click the Facts button. Then click the Add Fact (+) button. Select the Cause of Death/Medical Condition/Physical Description fact and click OK . |
| Change a relationship type (such as adopted) | Go to the Family tab on the People workspace. Select the individual you want and click the Person tab. Click the Relationships button. Select an individual in the list. In the editing panel choose a relationship from the Relationship drop-down list. |
| Create a calendar | Go to the Collection tab on the Publish workspace. Click Other ; then double-click Calendar Report . |
| Create a timeline for an individual | Go to the Collection tab on the Publish workspace. Click Person Reports ; then double-click Timeline Report . |
| Create a research/to-do task for an individual | Go to the Family tab on the People workspace. Select the individual you want and click the Person tab. Click the Tasks tab; then click the New button. |
| Enter notes for an individual | Go to the Family tab on the People workspace. Select the individual you want and click the Person tab. Click the Notes tab at the bottom of the window and enter the text. |
| Export a report or chart | On the Publish workspace, access the chart or report you want to export. Click the Share button under the main toolbar and choose an export option from the drop-down list. |
| Open a book | Go to the Collection tab on the Publish workspace. Click Books . Then double-click the book you want to open. |
| Play a scrapbook/view a slide show for an individual | Go to the Family tab on the People workspace. Select the individual you want to view a slide show for and click the Person tab. Click the Media tab; then click the Create slideshow button. |
| Update preferences | Choose Options on the Tools menu. |

VERSION COMPARISON CHARTS

Compare the two versions and discover why Family Tree Maker 2012 is the most complete resource to help you build and manage your family tree.

| | VERSION 16 | VERSION 2012 |
|---|---------------|-----------------|
| IMPORTING AND EXPORTING | | |
| Import and export GEDCOMs | ● | ● |
| Import files in other genealogy software formats | | ● |
| Include or exclude private facts and notes in exported file | | ● |
| Export reports and charts as images | | ● |
| REPORTING | | |
| Address report | ● | |
| Ahnentafel | ● | ● |
| Alternate facts report | ● | |
| Bibliographies | ● | ● |
| Birthdays of living individuals report | ● | |
| Calendar | ● | ● |
| Custom report | ● | ● |
| Data errors report | ● | ● |
| Descendant report (NGSQ and Register formats) | ● | ● |
| Descendant report (d'Aboville and Henry formats) | | ● |
| Documented events report | ● | ● |
| Family group sheet | ● | ● |
| Index of Individuals report | | ● |
| Kinship report | ● | ● |
| LDS ordinances report | | ● |
| Marriage report | ● | ● |
| Media item report | | ● |
| Media usage report | | ● |
| Medical information report | ● | |
| Notes report | | ● |
| Outline descendant report | ● | ● |
| Parentage report | ● | ● |
| Photo album | | ● |
| Place usage report | | ● |
| Research journal | ● | ● |
| Source usage report | | ● |
| Surname report | | ● |
| Timeline | ● | ● |
| Ability to save report settings | | ● |

VERSION COMPARISON (cont.)

| | VERSION 16 | VERSION 2012 |
|--|---------------|-----------------|
| PUBLISHING | | |
| All-in-one chart | ● | |
| Ancestor tree chart—fan | ● | ● |
| Ancestor tree chart—vertical | ● | ● |
| Books | ● | ● |
| Bow tie chart | | ● |
| Descendant chart—fan | ● | |
| Descendant chart—standard | ● | ● |
| Extended family chart | | ● |
| Family tree chart | | ● |
| Hourglass chart—fan | ● | |
| Hourglass chart—standard | ● | ● |
| Labels and cards | ● | |
| Pedigree chart | ● | ● |
| Personal Web page | ● | |
| Relationship chart | | ● |
| Add embellishments, photos, and text anywhere on chart | | ● |
| MEDIA | | |
| Import images, documents, and audio/video files | ● | ● |
| Enhance images within software | ● | |
| Scan images directly into software | ● | ● |
| Create slide shows | ● | ● |
| Categorize media items in groups | | ● |
| Find missing media items | | ● |
| Link an image to multiple individuals or sources | | ● |
| Manage all media items in one central location | | ● |
| DATA ENTRY | | |
| Assign reference numbers to individuals | ● | ● |
| Create custom facts | ● | ● |
| Use Fastfields | ● | ● |
| Create person and research notes | | ● |
| Enter foreign language characters | | ● |
| Enter locations consistently with the place authority | | ● |

VERSION COMPARISON (cont.)

| | VERSION 16 | VERSION 2012 |
|---|---------------|-----------------|
| WEB INTEGRATION | | |
| Contact other researchers through Ancestry.com | ● | ● |
| Merge Ancestry.com records directly into a tree | ● | ● |
| Receive hints from Ancestry.com | ● | ● |
| Upload a tree to Ancestry.com | ● | ● |
| Download an Ancestry Member Tree | | ● |
| Link your desktop and online trees together | | ● |
| Use Web Dashboard to view community activity and news | | ● |
| Access dynamic online maps | | ● |
| Create and print books and posters online | | ● |
| Use Web-clipping tool to merge online data into trees | | ● |
| ADDITIONAL FEATURES | | |
| Find and replace errors in your tree | ● | ● |
| Find duplicate people | ● | ● |
| Add and edit historical events for timelines | | ● |
| Create migration maps for individuals and families | | ● |
| Customize the editing panel to display the facts you want | | ● |
| Rate sources with standardized or personal criteria | | ● |
| Use source templates for consistent sourcing | | ● |
| Create biographies of ancestors with Smart Stories™ | | ● |

FREQUENTLY ASKED QUESTIONS

Where can I purchase Family Tree Maker 2012?

Family Tree Maker is available for purchase on FamilyTreeMaker.com, Ancestry.com, Amazon.com, and in select retail stores.

I am running Windows XP. Will I still be able to use Family Tree Maker 2012?

Yes. Family Tree Maker 2012 is compatible with Microsoft Windows® 7, Windows XP SP2, and Vista™. To see a list of the minimum system requirements your computer needs in order to run the program, go to <www.familytreemaker.com>.

Will Family Tree Maker 2012 replace the old version of my software?

No. Family Tree Maker 2012 installs as a completely separate program and will not affect your old program.

Do I need to install an earlier version of Family Tree Maker before I can install 2012?

No. Because Family Tree Maker 2012 installs as a separate program you can install 2012 directly without having to install any other software.

Do I need to keep the old version of the software on my computer after I upgrade?

No. Once you have imported your files into Family Tree Maker 2012, you can uninstall the old version.

Will Family Tree Maker 2012 open my version 16 files?

Yes. You can import your old files directly into the software without losing any data. If you have multiple files in the old program that represent different families, you will need to import each one separately.

I can't find my Family Tree Maker files on my computer. How can I locate them?

The default location is a Family Tree Maker folder in your Documents folder. You can use the Find File feature in Family Tree Maker 16 (choose **Open** from the **File** menu and then click **Find file**) or the Search utility available in Windows.

When I import my old files, where does Family Tree Maker 2012 save them?

The default location is a Family Tree Maker folder in your Documents folder. If your files aren't there, you may have changed the file location during import. You can use the Search utility in Windows to locate the files.

If I have questions about how to use some of the new features, how can I get help?

A variety of Help resources are available for Family Tree Maker 2012. You can access a built-in Help system, video tutorials, and online technical support from the Help menu. In addition, the 2012 version includes a digital copy of the *Companion Guide* that gives you a step-by-step tour of the software. If you are still having difficulties, you can call 1-800-262-3787 to talk to our experienced support staff—available Monday through Friday from 10 am to 6 pm (EST). You can also email questions to support@ancestry.com.